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UNITED STATES MARINE CORPS

COMBAT LOGISTICS BATTALION 25 COMBAT LOGISTICS REGIMENT 45 338 NEWMAN SPRINGS ROAD RED BANK, NEW JERSEY 07701-5682

> in reply refer to: 1000 I-I 25 Aug 20

From: Inspector-Instructor To: Investigating Officer

Subj: AGENDA ICO ALL-HANDS "TOWN HALL" ON 20 MAY 2020

Encl: (a) Briefed Slide

- (b) Attendance Roster(c) Raw meeting agenda
- 1. On 20 May 2020 I held a virtual town hall to brief the command on the way ahead with regards to COVID-19 and the way ahead for mission accomplishment. All hands were in attendance per Encl (b). Encl (a) was displayed and viewable for all participants.
- 2. The following is an outline of what was briefed to all hands:
 - a) Review of actions taken from March to the date of the town hall
 - b) Review of the MFR order directing continuity of operations
 - c) Review of SECDEF orders and restrictions
 - d) Review of liberty restrictions to protect the force and families
 - e) Overview of the unit strategy/approach to mission accomplishment
 - f) Detailed review of every block in every phase of Encl (a) to establish understanding of the plan
 - g) Discussion of MLG training guidance wrt virtual drills
 - h) Order wrt contact and personal activities outside of working hours to prevent infection
 - Discussion of restriction on visitors to the HTC and an anonymized review of the Cpl Wakeman case where the Cpl brought his girlfriend to the Red Bank HTC early in the crisis which caused exposure of Marines to COVID and resulted in multiple issues and ROMs
 - j) Detailed review of SECDEF travel policies
 - k) Discussion on state opening guidelines and why CLB-25 would be more strict
 - 1) Q&A session

(b)(6), (b)(7)c



Return to Full Operations



Gate 1

Required Condition 1:
HTC Region (e.g NE, SE), state, community (county, city, etc.) downward trend of daily positive COVID cases over 14-day period

Required Condition 2:
Sufficient PPE, cleaning
supplies, screening equipment
available. EAP active/validated.

Required Condition 3:
Other service HTC occupants present acceptable risk.

Optimal Condition: Asymptomatic personnel testing available and HTCdesignated personnel test negative prior to returning.

Note on Testing: Although testing only provides a "point in time" indication of infection status, the percentage of infected personnel, especially asymptomatic infected, is an important indicator of whether the target population is ready to return to in-person work and commence full operations.

Phase 1

Minimum of 14 days

Continue remote drills

I-I personnel only, no SMCR

Strict social distancing maintained at HTC: shift work / modified work week implemented if required to keep distances

No TAD outside of Gate 1 assessed area

Those that travel out of Gate 1 assessed area get 14 days away from HTC

All personnel wear masks

Daily HTC disinfection

High-risk personnel (due to self or family) telework.

Close communal spaces.

No visitors to HTCs.

Daily pre-work screening (contacts, activities, symptoms, temperature)

Gate 2

Required Condition 1:

HTC Region (e.g NE, SE), state, community (county, city, etc.) downward trend of daily positive COVID cases Phase 1 period

Required Condition 2:
Sufficient PPE, cleaning
supplies, screening equipment
available. Gate 2 EAP
active/validated.

Required Condition 3:
Other service HTC occupants
present acceptable risk.

Required Condition 4:
Asymptomatic personnel testing available for those with confirmed exposure to COVID.

Phase 2

Minimum of 14 days

I-I personnel work at HTC daily with strict social distancing.

TAD outside of Gate 2 assessed area when area travelled to meets equivalent criteria

All personnel wear masks

Daily HTC disinfection

High-risk personnel (due to self or family) telework.

Where practicable, small number of SMCR personne that can work under strict social distancing drill in person when screened.

Continue remote drills

Close communal spaces

No visitors to HTCs.

Daily pre-work screening (contacts, activities, symptoms, temperature)

Gate 3

Required Condition 1: HTC Region, state, community

(county, city) downward trend of daily positive COVID cases over Phase 2 period

Required Condition 2: SMCR screened for Gate 3 compliant conditions at HOR/place of work. Sufficient leadership (RIDT) can safely travel to HTC(s).

Required Condition 3: I-I/drilling SMCR test negative

for COVID (infection rate 0%).

Note: Moderate or better social distancing not enforceable during drill while attaining training value.

Required Condition 4:
Cdr & I-I, BnCO & Bn I-I, Regt CO
concur on opening for drills.

Required Condition 5:
Sufficient PPE, cleaning
supplies, screening equipment
available. Gate 3 EAP
active/validated.

Required Condition 6:
Other service HTC occupants
present acceptable risk, drills
deconflicted.

Required Condition 7:
Billeting available within risk parameters

Required Condition 8: Local community informed, local political support for personnel influx.

Phase 3

Multiple drills to allow smaller SMCR groups to train at HTC, provide COVID monitoring between drills.

TAD outside of Gate 3 areas when area travelled to meets equivalent criteria

High-risk personnel (due to self or family) telework.

Remote drills as required

All personnel wear masks

Daily HTC disinfection

Heightened safety monitoring and scaled back activities to account for Marines lacking MOS currency and number of new I-I staff after stopmove lifts.

No visitors to HTCs.

Daily pre-work screening (contacts, activities, symptoms, temperature)

Decision Point:

Open for drilling by site or by battalion. (Piecemeal or all at once)

Principles:

- 1. Follows President's published "Guidelines on Opening Up America Again" and relies upon objective public health criteria combined with the unique requirements of MFR operations. Incorporates reasonable CDC recommendations to implement President's "Guidelines."
- 2. Rebounds result in reset to previous Gate.
- 3. Retains local commander and I-I discretion while providing objective criteria to safely return to full operations.
- 4. State governors have a variety of economic and political reasons and motivations for making opening decisions.

 a. State decisions may or may not be in keeping with the President's "Opening Up America Again" guidance.
 - b. State decisions to open should not determine unit decisions on returning to full operations.
- 5. Provides multiple monitoring and assessment opportunities to ensure safe pace and process for returning to full operations
- 6. Takes into account impact/risk of/to SMCR travelling from regions with different infection profiles.

Battalion Main Meeting A	ttendees				GoToMeeting
Summary					
Meeting Date	Meeting Duration	Number of Attendees	Meeting ID		
May 20, 2020 8:09 AM EDT	84 minutes		408-242-805		
Way 20, 2020 6.09 AW ED I	84 Illillutes	89	400-242-003		
Details					
Name	Email Address	Join Time	Leave Time	Time in Session (minutes)	
		8:17 AM			
		8:16 AM			
		8:19 AM			
		8:22 AM			
		8:09 AM			
		8:15 AM			
		8:22 AM			
		8:13 AM			
		8:19 AM	9:33 AM		
		8:14 AM	9:33 AM	79	
		8:20 AM	9:33 AM	73	
		8:22 AM	9:33 AM	71	
		8:29 AM	9:33 AM	64	
		8:19 AM			
		8:11 AM	9:33 AM		
		8:19 AM			
4.240	\ (1)\(\frac{1}{2}\)	8:14 AM			
(b)(6), (b)(7)c	8:11 AM			
		8:19 AM			
		8:14 AM			
		8:18 AM			
		8:25 AM			
		8:20 AM			
		8:19 AM			
		8:21 AM			
		8:27 AM			
		9:31 AM			
		8:33 AM			
		8:30 AM			
		9:32 AM			
		8:14 AM			
		8:19 AM			
		8:58 AM			
		8:10 AM	9:34 AM	83	

	8:18 AM	9:23 AM	64	
	9:23 AM	9:33 AM	9	
	8:15 AM	9:33 AM	78	
	8:15 AM	9:33 AM	78	
	8:19 AM	9:34 AM	74	
	8:19 AM	9:33 AM	73	
	8:10 AM	9:33 AM	83	
	8:23 AM	9:33 AM	70	
(L)(C) (L)(7) -	8:18 AM	9:33 AM	75	
(b)(6), (b)(7)c	8:20 AM	9:34 AM	73	
	8:23 AM	9:34 AM	70	
	8:28 AM	9:33 AM	65	
	8:14 AM	9:33 AM	79	
	8:31 AM	9:33 AM	61	
	8:21 AM	9:33 AM	71	
	8:24 AM	8:30 AM	5	
	8:30 AM	9:34 AM	64	
	8:09 AM	9:33 AM	83	
Maj H	8:25 AM	9:34 AM	68	
	8:10 AM	9:34 AM	84	
	8:09 AM	9:34 AM	84	
	8:13 AM	9:33 AM	80	
	8:24 AM	9:33 AM	69	
	8:17 AM	9:33 AM	76	
	8:13 AM	9:25 AM	71	
	9:26 AM	9:33 AM	7	
	8:20 AM	9:33 AM	73	
	8:16 AM	9:33 AM	76	
	8:10 AM	8:16 AM	5	
	8:19 AM	9:33 AM	74	
(b)(6), (b)(7)c	8:14 AM	9:33 AM	78	
	8:20 AM	9:33 AM	72	
	8:14 AM	9:33 AM	79	
	8:10 AM	9:33 AM	83	
	8:23 AM	8:44 AM	21	
	8:44 AM	9:33 AM	49	
	8:18 AM	9:34 AM	75	
	8:17 AM	9:33 AM	76	
	8:19 AM	9:33 AM	74	
	8:19 AM	9:33 AM	74	
	8:10 AM	9:33 AM	82	
	8:15 AM	9:33 AM	78	

8:19 AM	9:34 AM	74	
8:18 AM	9:33 AM	75	
8:24 AM	9:33 AM	69	
8:20 AM	9:33 AM	73	
8:10 AM	9:34 AM	84	
8:28 AM	9:33 AM	65	
8:17 AM	9:33 AM	76	
8:23 AM	9:33 AM	69	
8:10 AM	9:34 AM	83	
8:10 AM	9:33 AM	83	
8:17 AM	8:19 AM	1	
8:21 AM	9:34 AM	73	
8:15 AM	9:33 AM	78	
8:12 AM	9:33 AM	81	
8:11 AM	9:24 AM	72	
8:14 AM	9:33 AM	79	
8:10 AM	9:34 AM	83	
8:18 AM	9:33 AM	74	
8:16 AM	9:33 AM	77	
8:22 AM	9:33 AM	70	
8:22 AM	9:33 AM	71	
8:30 AM	9:33 AM	63	
8:26 AM	9:34 AM	67	
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